

OGC Has Reviewed

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Approved For Release 2002/05/06 : CIA-RDP78-04718A000700160014-4-6056

~~SECRET~~
~~Security Information~~

TO : DIR (KUBARK)
FROM : Auditor-in-Chief
SUBJECT: Report on Finance and Audit Activities, European Area,
as of July 22nd, 1953.

E X T R A C T

10.

"1. There is a definite need for better control over procurement in the Field. Likewise there is an urgent need for a sound property accounting system. In view of the fact that the chief of Headquarters Procurement Division recently visited Europe and was advised of the above needs, it is assumed that he has made an appropriate report to Headquarters. Further, I know that before I left Washington, a study on the proper system for accounting for property was nearing completion and it is expected that this will take care of many of the problems noted here. Instructions on these matters should be issued as soon as possible in view of the fact that conditions in the Field are far from satisfactory."

/s/

[Redacted Signature Box]

25X1A9a

TAB

VIA: AIR POUCH

DISPATCH NO.:

DATE: 24 September 1953

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y

MEMORANDUM FOR: SENIOR REPRESENTATIVE,

25X1A6a

SUBJECT: Europe-Near East-Africa Logistics Problems

1. Reports from various officials who have returned from the European-Near East-Africa areas in recent months indicate an urgent need for the establishment of an effective, uniform field logistics system, adequate to serve both operational support needs, and Agency over-all control and accounting requirements.

2. Particular reference is made to the recommendations of the Chief of Logistics, Headquarters, in his trip report of a recent visit to your station, a copy of which was forwarded to you 2 June. I have noted these recommendations, and I concur in them. In general, deficiencies were noted in the following respects:

- a. Maintenance of accountable records
- b. Control of local procurement
- c. Surveillance and care of Agency property
- d. Supply discipline
- e. Control of real estate

3. These deficiencies appear to be present in some degree in all our operating areas. To help you eliminate them, we have intensified our efforts to develop uniform Agency field logistics regulations and operating procedures. These will be published shortly as operating directives for all field activities. In addition, I believe it is essential that Headquarters guidance be furnished in implementing these directives.

4. A team of logistics specialists from the Agency Logistics Office, including a representative from your Headquarters Area Division, will proceed to Europe, probably in early October, to provide on-the-spot expert assistance in establishing a uniform field logistics system. This team, operating from [redacted], will provide one or more specialists to visit each station in your area. The team's activities will include:

- a. Proper identification of all Agency property.
- b. Accomplishment of a complete physical inventory of all Agency assets.
- c. Installation of adequate and uniform property records and procedures.

5. a. Team members will be on a temporary duty status, and may be rotated if warranted by length of absence of any team member from Headquarters.

25X1A6a

25X1A6a b. A permanent team chief will be assigned to provide continuity of guidance and supervision to this project. He will be sent on permanent change of station to [redacted], on a normal two year tour of duty basis, with responsibilities as indicated below:

(1) Supervising and directing the logistics team in the establishment of its mission.

(2) Furnishing you with assistance in the continuing operation of your logistics activities, namely, supply, procurement, transportation, real estate and construction.

(3) Assisting you in the development and proper submission to Headquarters of material requirements, and making recommendations to Headquarters on the redistribution within the Theater of Agency assets to help in meeting those requirements.

25X1A 25X1A6a (4) Assisting in the development and establishment of support bases in [redacted] and making recommendations to Headquarters for their future operations and area support responsibility.

(5) Making recommendations to Headquarters on logistics policies and procedures.

25X1A9a c. (1) [redacted] Chief, Supply Division, Agency Logistics Office, has been designated team chief and logistics coordinator during his tour abroad. There will be no change in currently established logistics responsibilities and authorities of Mission and Station Chiefs and Senior Representatives.

25X1A9a (2) [redacted] will be under the administrative command of the Senior Representative, [redacted] but will be responsible thru 25X1A6a the Chief of Administration, [redacted] to the Chief of Logistics, for 25X1A9a the accomplishment of his mission. [redacted] channel for 25X1A2d2 communication to Headquarters will be thru the Chief of Administration, [redacted].

25X1A9a 6. [redacted] will have no logistics command function, but will provide on-the-spot advice and assistance. His mission is important to the Agency, and I am sure that you will give him your full cooperation and support.

/s/

ALLEN W. DULLES
Director

LO/SD:OHG:mt (23 Sept 1953)

Distribution:

2 - DCI
2 - A-DD/A
2 - DD/P
1 - LO
1 - SD/TO

Concur:

/s/ Lawrence R. Houston
Acting Deputy Director
(Administration)

Approved For Release 2002/05/06 : CIA-RDP78-04718A000700160014-4

TAB

Oct 16 1953

Memorandum for: Acting Deputy Director (Administration)

Subject: Establishment of Accountability in the Field

1. The Logistics Office is sending a team to the European area on or about 15 October 1953 to inventory material at field stations and to establish records and procedures consonant with Agency regulations.

2. Previous visits to the field have indicated that, in most instances, property records are highly inaccurate or non-existent. This condition is attributable to shortages of trained personnel, lack of comprehensive instructions and procedures, and lack of supply discipline. In view of these conditions, we propose to furnish the team with all available headquarters records of property at stations in that area, to instruct the team to establish property records on the basis of inventory, and to require Reports of Survey for shortages on the basis of headquarters records and/or current local records. Where current records reflect any indication of misuse, misappropriation or improper disposition of property, action will be taken in accordance with applicable regulations.

3. Your approval is requested.

/s/
JAMES A. GARRISON
Chief of Logistics

CONCURRENCE:

DATE:

APPROVAL:

DATE:

25X1A [Redacted]
Acting General Counsel

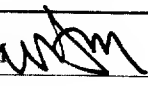
16 Oct. 53

/s/ L. K. White
Acting Deputy Director
(Administration)

16 Oct. 53

25X1A [Redacted]
for Auditor-in-Chief

16 Oct. 53

TRANSMITTAL SLIP		
13 November 1953 (Date)		
TO: Colonel White		
BUILDING	ROOM NO.	
REMARKS: The Auditor-in-Chief and the Chief of Logistics observed the need in the field for better control over procurement and for a sound property accounting system. The attached memo from the Chief of Logistics advises in regard to the steps taken to correct this situation. In the main, these consist of published regulations and teams being sent to both Europe and the Far East. No action is necessary.		
FROM: WHM 		
BUILDING	ROOM NO.	EXTENSION

FORM NO. 36-8
SEP 1946

16-65208-1 GPO

SECRET

ROUTING AND RECORD SHEET

INSTRUCTIONS: Officer designations should be used in the "TO" column. Under each comment a line should be drawn across and each comment numbered to correspond with the number in the "TO" column. Each officer should initial (check mark insun .it) before further routing. This Routing and Record Sheet should be returned to Registry,

FROM: Chief of Logistics				NO.	
				DATE	
TO	ROOM NO	DATE		OFFICER'S INITIALS	COMMENTS
		REC'D	FWD'D		
1. Acting DD/A	226 Admin.				FOIAb3b
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